

Hanover Public School District  
School Board Planning Meeting  
June 15, 2015 - 6:00 PM

AGENDA

I. Opening Business

A. Call to Order --

B. Pledge of Allegiance

C. Roll Call -

Board Members: Mrs. Daubert, Mr. Engle, Mr. Frederick, Mr. Kelly, Mrs. Lingg,  
Dr. O'Connor, Mr. Reck, Mr. Roland, Mrs. Shea

Also Present -

II. Recognition of Visitors :

Public Comment:

III. Matters for Which Board Action is Required

A. Personnel

1) Job Description/Position - The Board is requested to approve the following job descriptions and changes as noted:

Confidential Secretary/Accounting Clerk to the Business Manager, elimination of position and deletion of job description.

Child Accounting and Transportation Coordinator - new ([enclosure](#))

2) The Board is requested to approve the following personnel actions:

Jenna Diehl, personal assistant, furlough effective June 5, 2015.

Mary Anne Topper, Confidential Secretary/Accounting Clerk to Business Manager, dismissal by reason of elimination of position, effective June 15, 2015.

- 3) Resignation - The Board is requested to approve the following resignation:

Classified Employee:

Joanne Hockensmith, part-time 4.5 hour cafeteria worker, effective May 28, 2015.

- 4) Employment - The Board is requested to approve the following employment items:

Attendance Officer - The Board was requested to approve the following district personnel as an additional attendance officer:

Marc Abels

Classified Employees:

Stephanie Fissel, part-time 3-hour cafeteria worker transfer to part-time 4-hour cafeteria worker, effective with the beginning of the 2015-2016 school year.

Anthony Lawrence, regular standing adult patrol, effective with the beginning of the 2015-2016 school year. Rate of pay will be as listed for adult patrols for the 2015-2016 school year.

Marilyn Shultz, part-time 5.75 hours personal and teaching assistant, reduction in hours to 5 hours (3.5 as personal assistant and 1.5 as teaching assistant, effective with the beginning of the 2015-2016 school year.

Supplemental/Extracurricular Employees:

Sarah Enoff, Gabrielle Enoff and Zachariah Carrick, gameworkers, effective for the 2014-2015 school year. Rate of compensation will be as listed on the SA-107a Athletic/Event for Payment (completed).

Summer Workers/Summer Employee: Summer maintenance worker, effective for the summer/season term for 2015. Rate of compensation will be \$10.00 per hour (completed).

Andrew Slater

John Acker, part-time as needed

Transportation - In consideration for the additional responsibilities related to administration of the transportation services now provided by the District, the salary of the Superintendent, Dr. John Scola, shall be increased by 2% effective July 1, 2015.

- 5) Coaches and Co-Curricular Increase for the 2015-2016 school year. The Board is requested to approve a recommendation for no increase to the ranges and a 2% increase for those below the midpoints and 1% for those above the midpoint ([enclosure 1](#)) ([enclosure 2](#)).
- 6) Non-Bargaining Unit Classified Positions Rate Increase - The Board is requested to approve increases for the 2015-2016 school year for the following Non-Bargaining Unit Classified Positions ([enclosure](#)).

Secretary to the Superintendent and Assistant to the Superintendent  
Secretary to the Director of Human Resources  
Payroll Clerk  
Standing Guards-Adult Patrols

- 7) Act 93 Agreement - The Board is requested to approve the Act 93 Agreement effective July 1, 2015 through June 30, 2019 ([enclosure](#)).
- 8) Memorandum of Agreement (MOA) - The Board is requested to approve the Memo of Understanding between the Hanover Public School District and Hanover Public Education Support Personnel/PSEA for resolution of Grievance 2014-15-01 HPESPA ([enclosure](#)).
- 9) Supplemental/Substitute Rate Schedule for 2015-2016. The Board is requested to approve the 2015-2016 Supplemental/Substitute Rate Schedule ([enclosure](#)).
- 10) Approval to Advertise - The Board is requested to approve to advertise for the following:  
  
Cafeteria Workers - 4.5 hour and 3 hour part-time positions  
Child Accounting/Transportation Coordinator
- 11) Leave of Absence - The Board is requested to approve the following request:

Megan Stitt, request for FMLA leave for childrearing/childrearing reasons, effective tentatively October 19, 2015, to approximately January 1, 2016. Mrs. Stitt will be using paid leave prior to beginning leave without pay.

BOARD ACTION:

B. Policies - The Board is requested final approval for the following policies:

- [102](#) Academic Standards
  - [122-R1](#) Extracurricular Activities - Eligibility Requirements
  - [122-R2](#) Athletic and Extracurricular Code of Conduct
  - [123-R1](#) "Super Frosh" - Accelerated Athletic Placement
- [123.2](#) Sudden Cardiac Arrest
- [123.3](#) Concussion Management
- [610](#) Purchases Subject to Bid
  - [610-R1](#) Bidding Requirements
- [806](#) Child Abuse
- [810](#) Transportation
- [810.1](#) Transportation - Video/Audio Recording
- [819](#) Suicide Awareness, Prevention and Response
  - [819-R1](#) Suicide Prevention Resources

BOARD ACTION:

C. Miscellaneous

- 1) Memorandum of Understanding - The Board is requested to approve the Memorandum of Understanding between Hanover Public School District and Penn Township Police beginning May 11, 2015 ([enclosure](#)).

BOARD ACTION:

D. Budget and Finance

- 1) Capital Reserve - Baseball Dugouts - The Board is requested to approve an expenditure of \$8,000 for the repair of the baseball dugouts to be spent from Capital Reserve.

BOARD ACTION:

- 2) Treasurer Appointment - The Board is requested to appoint Richard Engle as Treasurer for the 2015-2016 fiscal year.

BOARD ACTION:

IV. Superintendent's Report - Dr. John Scola

- Graduation

V. Planning/Discussion (items for June 29, 2015)

A. Budget and Finance

- 1) Assessment Appeals
- 2) Insurance
- 3) Non Resident Tuition Rates ([enclosure](#))
- 4) Security Contract ([enclosure](#))
- 5) Check Registers
- 6) Monthly Reports - May

B. Personnel

- 1) Job Description Approval -
  - a) Middle School Secretary ([revised](#))
  - b) Middle School Guidance Secretary ([revised](#))
  - c) Middle School Secretary/Receptionist (deletion)
  - d) Assistant Principal for High School (revised)
  - e) Middle School Grade Level Principal (revised)
  - f) Practical Nursing Program Coord/Financial Aid Officer (deletion)

VI. Public Comment

VII. Adjournment

The next Board meeting will be Monday, June 29, at 6:00 PM in the Boardroom.